

[Date]

[Property Owner name]

[Street Address]

West Lafayette, IN 47906

Re: New Chauncey Historic District

Dear Mr./Ms. [Property Owner]:

This is an exciting moment for the City of West Lafayette—some people have referred to it as a “renaissance” as the city expands its boundaries, redevelops State Street, and becomes a Second-Class city. But it’s an especially promising moment for those living and/or owning property in the New Chauncey neighborhood. The City has never been more strongly committed to preserving and protecting the historic character and charm of our neighborhood.

As President of the West Lafayette Historic Preservation Commission (HPC), I am writing to let you know about some of the initiatives that have been taken by the city and the HPC to help stabilize and, over time, improve the quality of life and the built environment of New Chauncey. In 2011, the City of West Lafayette passed a Historic Preservation Ordinance setting out guidelines regarding the New Chauncey Historic District, and in 2013 the commission mapped the district. Property owners in the New Chauncey Historic District should currently be applying for a Certificate of Appropriateness if they are doing any work regarding the demolition of any building, moving any building or starting new construction of any building on their property.

The intention is to avert neighborhood deterioration by encouraging new construction to align with the best preserved structures already in the area and to preserve historic structures if possible. The HPC’s role is to help owners preserve historic homes of the 1920s and 1930s in order to maintain an iconic multi-class, multi-generational, near-campus neighborhood that hearkens back to a time when universities like Purdue were situated in residential communities. Its charge is to encourage restoration, provide information on how to do so, and then to help protect the investments of homeowners who have contributed to the historic character of the district. At the same time, the new land use plan designates areas on the periphery of the neighborhood for new development while maintaining the residential integrity of the majority of the New Chauncey Historic District.

In the past year, the Commission has been working to get procedures and resources in place to assist the property owners in the New Chauncey Historic District to comply with the requirements of Phase II of the Ordinance which begins in September of 2016. Phase II of this

Ordinance requires that the property owner apply for a Certificate of Appropriateness if they plan on making any of the following changes to their property:

- (1) the demolition of any building; the moving of any building; and any new construction of a principal building or accessory building or structure subject to view from a public way;
- (2) a conspicuous change in the exterior appearance of historic buildings subject to the view from a public way by additions, construction, alteration, or maintenance involving exterior changes;
- (3) a change in walls and fences or constructions of walls and fences, along public ways;
- (4) a conspicuous change in the exterior appearance of non-historic buildings subject to view from a public way by additions, reconstruction, alteration or maintenance involving exterior change.

The Historic Preservation Commission has prepared a *Resource Guide* that offers information about the history of West Lafayette and the New Chauncey Historic District. It also describes various architectural forms present in the New Chauncey Historic District and offers advice on how to protect, repair, or replace important architectural elements in your historic structure. Even if you do not need to apply for a Certificate of Appropriateness for any work you may be doing on your house currently, please feel free to pick up a *Resource Guide* to learn more about the year in which your structure was built, the key elements of its architectural form, and the best practices advocated by historic preservationists in maintaining a historic building.

Please feel free to visit the Historic Preservation Commission link on the city's website at <http://www.westlafayette.in.gov/departments/board.php?fDD=4-217>. On our website, you'll be able to find an Application for a Certificate of Appropriateness, the ordinance discussed above, a map of the New Chauncey Historic District and an electronic copy of the Historic Preservation Guide.

The Commission meets on the second Tuesday of every month in the Morton Community Center if there is business on the agenda. The public is welcome to attend any Commission meeting.

For your information, we've included a copy of the New Chauncey Historic District Map. If you have any questions please forward them to mray@wl.in.gov and we'll answer them as promptly as possible.

Sincerely,

Susan Curtis
West Lafayette Historic Preservation Commission

SC/ar

Enclosures